



EL MONTE UNION HIGH SCHOOL DISTRICT  
3537 JOHNSON AVENUE  
EL MONTE, CA 91731

## **PHASING OF THE WORK**

**BID No. 2016-17 (B3)**

**DSA #A03-117117**

**GENERAL CONTRACTING SERVICES**

**PRE-QUALIFIED CONTRACTORS**

**EL MONTE HIGH SCHOOL, BLEACHER PROJECT  
(BID PACKET SECTION 04000)**

### **PART 1 - GENERAL**

#### **1.01 SECTION INCLUDES**

- A. Requirements for phasing of the Work include logistics, and completion of designated Milestones.

#### **1.02 PHASING OF THE WORK**

- A. During performance of work of this Contract, The school site will remain occupied. Work outside buildings will be permitted during work hours, provided that safe access to and exits from buildings are maintained while students and office personal are on site temporary barriers shall be erected around construction and work areas.
- C. Work in buildings during working hours shall be limited to areas that not create hazardous conditions or excessive noise and shall not adversely affect operation of the School Site. Work in office spaces and other occupied classrooms will require to be performed before or after school hours as outline in appendix "B".
- D. Corridors and stairs necessary for exits and access in occupied buildings must remain accessible during school hours. Contractor shall install dust proof, temporary solid barricades separating Contractor's work areas from areas that must remain accessible.
- E. Work in buildings during regular school hours shall be limited to areas within a designated phase. However, work will be permitted in other areas when it cannot be done during its designated phase, upon approval of the District. Work shall not block exits, corridors or stairs, shall not create hazardous conditions or excessive noise and shall not adversely affect operation of the school. Mechanical,

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Electrical or other work in classrooms and other occupied rooms required to be performed before or after work in the designated phase shall be restricted to days or hours when school is not in session.

- F. Contractor shall respect days devoted to SAT testing as well as other critical testing of the students by working **an alternate shift on testing days so that no work is done during testing time. The contractor will work on alternate shift during the testing period at no additional cost to the District.** Dates will be confirmed after issuance of N.T.P by the District.
- G. Corridors and stairs necessary for exits and access in partially unoccupied buildings must remain accessible during school hours. Contractor shall install dust proof, temporary solid barricades separating Contractor's work areas from areas that must remain accessible.
- H. Contractor shall install all necessary work for complete power, lighting, signal and plumbing systems in phased areas before re-occupancy. Shut-off valves, pull boxes, temporary capping, temporary power and other work necessary for phased completion and operation of such systems shall be provided whether specifically indicated on Drawings or not.
- I. Contractor shall submit a "work to complete" list, to the District, 10 days before the scheduled end of each phase. The District and Architect will add to the list, those items that were not included by the contractor. The contractor shall be complete with the "work to complete" list within 3 days after having received the list back from the District. The Contractor shall request a punch list walk 5 days prior to the scheduled end of the phase.

#### 1.03 UTILITIES

- A. Utilities serving occupied portions of a building including Heating, Air Conditioning, Plumbing and Electrical shall not be disconnected or interrupted during regular school hours.
- B. Contractor shall notify District 72 hours in advance of interrupting any utilities including heating, Air Conditioning, Plumbing and Electrical.
- D. Contractor should provide temporary power for critical items such as: security, lighting, HVAC, freezers, computer services, and Fire life safety if power down is required.
- E. Locate and identify utility, service and irrigation system components affected by work of this contract. Review existing record drawings, conduct site investigations, contact Underground Service Alert and other qualified cable/pipe/line locator services, and implement all other means necessary to define the location of underground systems. It is the Contractor's responsibility to

verify the location and elevation of all existing utilities within the limits of excavation.

#### 1.04 EXISTING HVAC SYSTEM

A. In the event that existing heating system is to be modified or replaced, Contractor shall provide temporary heating and cooling in occupied spaces, until the time that the existing system has been modified or replaced. .

#### 1.05 AIR CONDITIONING SYSTEM

A. If new Air Conditioning system is a "Unitary" system, it shall be installed complete and operable in each phased area before re-occupancy. A new Central Air Conditioning system will not be required to be operable for each phased area before re-occupancy.

#### 1.06 FURNITURE AND EQUIPMENT RELOCATION

A. To the extent feasible, the District will remove furniture and equipment from the area of work. This shall not relieve the contractor from protecting District property.

B. Equipment, which is not to be relocated, shall be protected from damage.

#### 1.07 SPECIAL CLEAN-UP

A. When Contractor is required to perform work in rooms or areas after regular classroom hours, and regular classes are conducted daily in these rooms or areas, the following cleaning shall be done upon completion of work each day:

1. Remove debris and unused materials

2. Remove dust by vacuum cleaning, mopping and dusting with wet mops and rags, and other means so as to leave the surfaces of desks, and other furniture, floors, walls and other surfaces dry and dust free.

### PART 2 – PRODUCTS (Not applicable)

### PART 3 – EXECUTION

#### 3.01 SUBMITTALS

A. CONTRACTOR shall submit a Project site logistics plans in accordance with and as required by this Section.

### 3.02

#### LOGISTICS

- A. Prior to commencement of the Work, CONTRACTOR shall prepare and submit to District a detailed Project Site Logistic Plan, in the same size and scale of the Drawings, setting forth CONTRACTOR plan of the Work relative to, but not limited to the following items:
1. In accordance with local ordinances a truck access route to and from the Project site.
  2. The identification of any overhead wire restrictions for power, street lighting, signal and or cable.
  3. Local sidewalk access and street closure requirements.
  4. Protection of sidewalk pedestrians and vehicular traffic.
  5. Project site fencing and access gate locations.
  6. Construction parking.
  7. Material staging and or delivery areas.
  8. Material storage areas.
  9. Temporary service location and proposed routing of all temporary utilities.
  10. Location of temporary and or accessible fire protection
  11. Trash removal and location of dumpsters.
  12. Concrete pumping locations.
  13. Crane locations.
  14. Location of portable sanitary facilities.
  15. Mixer truck washes out locations.
  16. Traffic control signage.
  17. Perimeter and site lighting.
  18. Storm Water Pollution Prevention Plan – SWPPP
  19. Stockpile and or lay down areas.
  20. Temporary fencing plan.
- B. CONTRACTOR is responsible for securing and or obtaining all approvals of authorities having jurisdiction relative to logistic plan activities.

### 3.03

#### TRENCHING PLAN

- A. Prior to commencement of the Work, CONTRACTOR shall prepare and submit to the District a detailed Project Trenching Plan, in the same size and scale of the Drawings, setting forth CONTRACTOR plan of work relative to the following but not limited to items:
1. Extent of trenching.
  2. Schedule of trenching.
  3. Temporary fence layout on both sides of trench.

#### 3.04 PHASING OF THE WORK

- A. Project will be constructed in separate Milestone increments, as identified or as described in this Section and/or the Contract Documents. CONTRACTOR shall incorporate and coordinate the Work of Separate work Contracts relative to this Project.

#### 3.05 PHASING OF THE WORK –GENERAL

- A. CONTRACTOR shall complete the Work and related activities in accordance with the Milestone schedule in appendix “A”. CONTRACTOR shall include all costs to complete all Work within the Milestone in Appendix “A” and/or contract time.
- B. Owner will be seriously damaged by not having all Work completed within the Milestones in Appendix A and/or Contract Time. It is mandatory the Work be completed within the Milestone in Appendix A and/or Contract Time.

#### 3.06 PHASING OF THE WORK-SPECIFIC

- A. CONTRACTOR shall prepare the Construction Schedule in accordance with the following Appendix A:
- B. The Contract Time shall be a total of FIVE-HUNDRED SIX (506) calendar days from the effective date of notice to proceed.

END OF SECTION

## 04000 – PHASING OF THE WORK

### APPENDIX A –MILESTONES

CONTRACTOR shall commence performance of the Contract upon the date specified in the Notice to Proceed and shall furnish sufficient forces, facilities and materials, work such hours, including extra shifts and overtime operations at no additional cost to the District, so as to fully perform the Work in accordance with the following Milestones.

Milestone	Description	Scheduled Completion
No. 1	<b><u>Notice of Award</u></b>	June 15, 2017, or effective date of NOA
No. 2	<b><u>Delivery of Bonds and Insurances</u></b>	10 calendar days after effective date of NOA
No. 3	<b><u>Notice to Proceed</u></b>	10 calendar days after effective date of NOA (anticipated June 26, 2017)
No. 4	<b><u>Construction Schedule Complete and schedule of values:</u></b> Is defined as an OWNER approved construction schedule that meets all the requirements outlined in the contract documents.	10 calendar days after effective date of NOA
No. 5	<b><u>Submittals:</u></b> All submittals shall be submitted within 15 calendar days after the date of Notice of Award.	15 calendar days after the effective date of NOA
No. 6	<b><u>Completion of Mobilization activities:</u></b> Is defined as CONTRACTOR mobilization completed, logistics submittal and approval (access, gates, parking, trailer locations, signage), site fencing complete with green windscreen (including Contractor lay down area), temporary offices complete (trailers, storage bins, dumpsters), temporary Utilities complete, Project signage complete, obtain all required permits, implementation of Storm Water Pollution Prevention measures, submission of CONTRACTOR Safety Plan, submission of CONTRACTOR Hazardous Material compliance procedure.	5 calendar days after the effective date of NTP

<b>Milestone</b>	<b>Description</b>	<b>Scheduled Completion</b>
No. 7	<b><u>Construction Start Date</u></b>	As stated in the NTP
No. 8	<b><u>SUBSTANTIAL COMPLETION Track Area and Bleachers</u></b> – Track area and bleachers must be complete, accessible, safe and available for use by District	December 23, 2017 (180 Calendar days after the effective construction start date)
No. 9	<b><u>SUBSTANTIAL COMPLETION (all remaining work)</u></b> At this point all contract work including any remaining punch list items is sufficiently complete so that the work can be used by the District for the purpose for which it is intended.	March 23, 2018: (90 calendar days after the effective completion date of Milestone No. 9)
No. 10	<b><u>FINAL COMPLETION AND CLOSE OUT:</u></b> is defined in accordance with the General Conditions.	21 calendar days after the effective completion date of Milestone No. 9.

END OF SECTION